Handout AG.27

Marijuana Facilities

The intent of this handout is to clarify the permit and inspection requirements, separate from the municipal licensing and special land use permit processes, for marijuana facilities located within the Municipality of Anchorage.

Building Permit

Various types of construction work in your proposed facility will require a building permit if you are inside the Building Safety Service Area (BSSA). See Handout AG.11 for when a building permit is required. Your permit application will be reviewed by the applicable disciplines, which could include structural, architectural, electrical, mechanical and plumbing, zoning, private development, traffic, and fire. Typically this will be combined with your change of use permit.

After your building permit is issued, you may begin the construction work. Some types of work require inspection during the construction. See Handout AG.13 for more information, or talk with a Permit Technician. Once the construction work is complete and all inspection comments/violations are corrected, you will need to arrange for a final inspection in order to get your certificate of occupancy and close your building permit. Depending on the work, you may need multiple inspections (structural, architectural, electrical, mechanical and plumbing, zoning, and fire). See Handout AG.13. You will need a certificate of occupancy or a conditional certificate of occupancy issued prior to scheduling your marijuana inspections.

If your facility is outside of the BSSA, you will need a land use permit, which will include your change of use permit.

Change of Use Permit

A change of use permit is required for any marijuana facility that is being established in a space where the previous use of the space was not the exact same type of marijuana facility. For example, a proposed marijuana manufacturing facility needs a change of use to go into a space previously occupied by a non-marijuana use or a marijuana cultivation, testing, or retail facility. The only time a change of use permit is not required is when a marijuana facility moves into a space previously occupied by the exact same type of marijuana facility. (AMC 21.03.100B.)

A change of use permit may be part of another type of building or land use permit (see above); talk with your Permit Technician.

A change of use permit requires an inspection and results in a certificate of occupancy or conditional certificate of occupancy. You will need a change of use permit, even if you are not doing any construction.
Food Establishment Permit

Marijuana retail store establishments and manufacturing facilities are required to have a food establishment permit. A food establishment plan review application is required as part of the state application package. More information on the food establishment permit can be found here: http://www.muni.org/Departments/health/Admin/environment/FSS/Pages/fssfood.aspx. A Department of Health and Human Services inspection is required before opening a marijuana retail store.

Before Requesting a Marijuana Inspection

A certificate of occupancy or conditional certificate of occupancy (outside the BSSA, a certificate of zoning compliance) is required before your marijuana inspection can be scheduled.

[Signature]

Kent Kohlhase, P.E., Building Official
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